

ISF026  
C 06/96  
R 08/04



**INTEGRATED STATEWIDE INFORMATION SYSTEMS  
ADVANTAGE 2.0 FINANCIAL SYSTEM (AFS)  
TRAINING REQUEST FORM**

***TRAINEE INFORMATION (please print)***

*All Trainee Information Fields Must be Completed With the Exception of Special Requirements*

<b>Name:</b>	<b>Agency #:</b>
<b>SSN or Personnel No.:</b>	<b>Agency Name:</b>
<b>E-mail Address:</b>	<b>Work City:</b>
<b>Phone:</b>	<b>Special Requirements:</b>
<b>FAX:</b>	
<b>BR Messenger Mail or Postal Mailing</b>	
<b>Address for delivery of Self-Study Guides:</b>	
<i>(Only required if Self-Study course selected)</i>	

*Click in the box to the right of each requested course number and the **REQUIRED** corresponding CBT. Anyone who has attended an AFS or GFS course does not need to attend AFS Introduction, but it is recommended. If CBTs only are needed, please make note.*

<b><i>Instructor Led Classes</i></b>		
<b>Introduction / Chart of Accounts (1 day)</b> <i>Prerequisite: NAVI and DOC CBTs</i>	<b>AFS027 / 014 / 015</b>	<input type="checkbox"/>
<b>Budget Control (Budget) (1 day)</b> <i>Prerequisite: Intro / COA</i>	<b>AFS024</b>	<input type="checkbox"/>
<b>General Accounting (1 day)</b> <i>Prerequisite: Intro / COA, GEN CBT</i>	<b>AFS005/016</b>	<input type="checkbox"/>
<b>Revenue (1/2 day)</b> <i>Prerequisite: Intro / COA, REV CBT</i>	<b>AFS010/020</b>	<input type="checkbox"/>
<b>Payment Processing (1 day)</b> <i>Prerequisite: Intro / COA, PAY CBT</i>	<b>AFS008/019</b>	<input type="checkbox"/>
<b><i>Self Study Guides</i></b>		
<b>Grants Self-Study Guide / GRANTS CBT</b> <i>Prerequisite: Intro / COA, GRANTS CBT</i>	<b>AFS026/017</b>	<input type="checkbox"/>
<b>Special Payment Processes Self-Study Guide</b> <i>Prerequisite: Intro / COA, Payment Processing</i>	<b>AFS025</b>	<input type="checkbox"/>

<b>ISIS Liaison/Training Coordinator Approval</b>	<b>Date</b>	<b>Phone</b>
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For information concerning submission of completed forms: <http://www.la.gov/ois/service/forms/submission.htm>

For a complete description of each course: <http://www.la.gov/ois/service/training/courses/afsdirectory.htm>